



**Faculty of Science**

**School of Health Sciences and Social Work**

**Lecturer in Diagnostic Radiography**

**ZZ600432**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

**Full-time**

**Permanent**

Salary is in the range £34,520 - £37,706 per annum. Salary is paid into a bank or building society monthly in arrears.

Annual leave entitlement is 35 working days in a full leave year. The leave year commences on 1 October and staff starting and leaving during that period accrue leave on a pro-rata basis. In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and on bank holidays.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post. Most academic staff new to Portsmouth will be expected either:

* to have already Descriptor 2 of the UK Professional Standards for Teaching and Supporting Learning in Higher Education and thus be Fellows of the HE Academy, or
* to achieve Descriptor 2 within their probationary year.

The UK Professional Standards are a set of standards for the HE sector and can be found at [www.heacademy.ac.uk/ukpsf](http://www.heacademy.ac.uk/ukpsf). The standards were updated in 2011. Successful achievement of one of the descriptors within the Standards Framework brings with it membership of the HEA at a level commensurate with the descriptor achieved (see table below)

|  |  |  |
| --- | --- | --- |
| Descriptor | HEA Fellowship Category | Target Group |
| D1 | Associate Fellow | Staff who support learning  Academic staff with limited teaching portfolios |
| D2 | Fellow | Early career teaching staff  Experienced academic staff with substantive teaching and learning responsibilities |
| D3 | Senior Fellow | Experienced academic staff who can demonstrate impact & influence through academic leadership &/or mentoring |
| D4 | Principal Fellow | Senior academic staff responsible for institutional leadership |

A discussion will take place at the formal selection interview about which Descriptor an individual should achieve within their probationary year. Therefore, it is important that applicants provide full information on the application form where they are in possession of a qualification in learning and teaching in HE and/or where they are already a Fellow of the Higher Education Academy.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the University website:

<http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforapplicants/removalandseparationguidelines>

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

There is a comprehensive sickness and maternity benefits scheme.

**All interview applicants will be required to bring their passport or full birth certificate and any other 'Right to Work' information to interview where it will be copied and verified.** The successful applicant will not be able to start work until their right to work documentation has been verified.

Please note if you are the successful candidate once the verbal offer of employment has been made and accepted, references will be immediately requested. It is the University’s policy that all employment covering the past three years is referenced. A minimum of two references is required to cover this three year period of employment or study (where there has been no employment). One of your referees mustbeyour current or most recent employer.

The successful candidate will need to bring documentary evidence of their qualifications to Human Resources on taking up their appointment.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

All applications must be submitted by Midnight (GMT) on the closing date published.

**UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

**1.** **JOB DESCRIPTION**

|  |  |
| --- | --- |
| **Job Title:** | Lecturer |
| **Grade:** | 7 |
| **Faculty/Centre:** | Science |
| **Department/Service:**  **Location:** | Health Sciences & Social Work |
| **Position Reference No:** | ZZ600432 |
| **Cost Centre:** | 44057 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/A |
| **Effective date of job description:** | September 2017 |

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| **Purpose of Job:** |
| The successful candidate will be expected to contribute to teaching, offer tutorial support and participate in course delivery across health science programmes generally and diagnostic radiography specifically, within the School. The post holder will be expected to contribute to the scholarly activities (including using simulation) within the school, assisting with student preparation for, organisation of and quality assurance of practice placements. |

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| **Key Responsibilities:** |
| * Delivery of specialist teaching (including simulation and clinical skills) in Diagnostic Radiography * Tutoring and supporting students * Assessment of academic and clinical skills * Supporting students in skills development and practice learning * Assisting with identification of, and liaison with, appropriate practice placement opportunities * Contributing to liaison activities with key stakeholders * Assisting with marketing and recruitment activities * Undertaking scholarly activities in support of the School’s research priorities * Maintain own professional practice, registration and professional portfolio * Additional tasks as identified by the Head of School * Candidates should be registered with the Health & Care Professions Council or other appropriate PSRB. They will also be expected to undertake the University‘s learning & teaching in higher education programme (APEX) if they do not have Higher Education Academy qualified teacher status. |

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| **Working Relationships (key individuals the job holder would be working with):** |
| Head of School of Health Sciences & Social Work  Associate Head (Education)  Associate Head (Innovation)  Associate Head (Research)  Programme Lead Allied Health and Social Care  Practice Placement and Learning Lead  External Promotion and Liaison Lead  Course Leader for BSc (Hons) Diagnostic Radiography and Medical Imaging  Course teams |

**2.** **PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Knowledge of current and emerging radiographic practice applying evidence based practice. | E | AF,S |
|  | Understanding of relevant employer organisational structures (including NHS ) and workforce development needs. | E | AF,S |
|  | Understanding of, and commitment to, evidence based practice. | E | AF,S |
|  | Experience in supervision and assessment of students in practice placements. | E | AF,S |
|  | Understanding of HEI and Quality Assurance Agency processes. | D | AF,S |
|  | Experience in delivering inter-professional/multi-professional learning. | D | AF,S |
|  | Experience in curriculum development. | D | AF,S |
|  | Experience of skills training and assessment using simulation. | D | AF,S |
| **2.** | **Skills & Abilities** |  |  |
|  | Excellent IT, written & oral communication skills. | E | AF,S |
|  | Ability to time and manage own workload. | E | AF,S |
|  | Ability to work on your own initiative or as a team. | E | AF,S |
|  | Experience of producing online materials and teaching notes/support materials for HE students. | D | AF,S |
|  | Record of own CPD to include contribution to education in practice. | E | AF,S |
| **3.** | **Education &/or Training** |  |  |
|  | An Honours Degree in a relevant subject and recent clinical experience. | E | AF,S |
|  | Current professional registration with the Health & Care Professions Council. | E | AF,S |
|  | A postgraduate award in a relevant subject (or equivalent). | D | AF,S |
|  | HEA fellowship or equivalent. | D | AF,S |
| **4.** | **Other Requirements** |  |  |
|  | Research active. | D | AF,S |
|  | Engages positively with change. | E | AF,S |
|  | Commitment to a whole School ethos and Inter-professional Education. | E | AF,S |
|  | Commitment to widening participation. | E | AF,S |
|  | Flexible and professional attitude to working hours. | E | AF,S |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme (which may include a test and / or presentation)

**JOB HAZARD IDENTIFICATION FORM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick box(s) if any of the below are likely to be encountered in this role. This is in order to identify potential job related hazards and minimise associated health effects as far as possible. Please use the** [**Job Hazard Information**](http://www.port.ac.uk/departments/services/humanresources/occupationalhealthservice/jobhazardinformation/filetodownload,164407,en.doc) **document in order to do this.** | | | |
| 1. International travel/Fieldwork | x | 13. Substances to which COSHH regulations apply (including microorganisms, animal allergens, wood dust, chemicals, skin sensitizers and irritants) |  |
| 1. Manual Handling (of loads/people) |  | 14. Working at height |  |
| 1. Human tissue/body fluids (e.g. Healthcare workers, First Aiders, Nursery workers, Laboratory workers) |  | 15. Working with sewage, drains, river or canal water |  |
| 1. Genetically modified Organisms |  | 16. Confined spaces |  |
| 1. Noise > 80 DbA |  | 17. Vibrating tools |  |
| 1. Night Working   (between 2200 hrs and 0600 hrs) |  | 18. Diving |  |
| 1. Display screen equipment (including lone working) | x | 19. Compressed gases |  |
| 1. Repetitive tasks (e.g. pipette use, book sensitization etc) |  | 20. Small print/colour coding |  |
| 1. Ionising radiation/ non-ionising radiation/lasers/UV radiation   X | | 21. Contaminated soil/bioaerosols |  |
| 10. Asbestos and lead | | 22. Nanomaterials | |
| 11. Driving on University business (mini-bus, van, bus, forklift truck etc) | | 23. Workplace stressors (e.g. workload, relationships, job role etc) | |
| 12. Food handling | | 24. Other (please specify) | |

**Completed by Line Manager/Supervisor:**

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| **Name (block capitals)** | Chris Wells |
| **Date** | 28/09/2017 |
| **Extension number** | 3009 |

Managers should use this form and the information contained in it during induction of new staff to identify any training needs or requirement for referral to Occupational Health (OH).

Should any of this associated information be unavailable please contact OH (Tel: 023 9284 3187) so that appropriate advice can be given.